

REF ID: A65359

20 August 1959

MEMORANDUM FOR : Chief, Materiel Branch, DPD
THROUGH : Chief, Administrative Branch, DPD
SUBJECT : Security Section Space, DPD
(Modification)

1. In accord with our conversations with [redacted]
this is forwarded to briefly outline changes we are requesting in
space allocated to the Security Section within DPD Headquarters.

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(a) It is requested all safes, with one exception,
be moved from Rooms 520 and 522 into Room 518.

(b) It is requested the "T" shaped partition
in Rooms 520 and 522 be modified so as to diminish
the present space allocated to the clerical staff
and reshape the resulting area into six separate
rooms. Preferably, the partitions inside this area
should be partial and of wood construction, thus
permitting better air circulation.

(c) It is requested the present phone arrangement
be modified to best utilize the new space arrange-
ment. This will require movement of [redacted] on
the instrument used by [redacted] to the rear por-
tion of Room 522. It will also require removal of
one of the Agency instruments and the Pentagon and
Sterile instruments in that room. These should be
placed in the forward portion of the 520 - 522 com-
plex. In addition, we will probably require installa-
tion of two additional phones in the same area.

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2. As these changes require an expenditure of funds, it is
requested, before finalizing action is taken, you give the under-
signed an estimate of costs which will be used in a review with
DPD Finance officials.

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[redacted]
Security Officer
DPD-ID/P

Distribution:

Orig. & 1 - Addressee
1 - Chief, Admin

SECRET